

FISCAL POLICY 1978-1979

In order to insure equity, fairness, and consistency in the allocation of the Student Activity Fee, a set of guidelines must be adopted and adhered to throughout the budgetary process and all financial matters during the year. This fiscal policy is recommended by the Business Manager and ratified by Central Board.

It is essential to remember that budget requests this year far exceed the amount of expected income. Because of this, Central Board must exercise the greatest amount of care and discretion possible in deciding on a final budget. As elected representatives, delegates must responsibly and thoughtfully decide which organizations and programs are most beneficial to the students, to the University itself, and to the city and state.

Along with the above general guidelines, the following criteris must also be used:

1. Allocations must be consistent with the ASUM constitution and bylaws.
2. Budgeting is to be done on the basis of what a group offers in the coming year. Costs and benefits must be related among the groups on a comparative basis, selecting those with the greatest potential for benefiting the students in relation to money spent.
- c. Differentiation must be made between organizations whose activities affect students outside the organization to a greater degree than those within it, giving priority to those with the greatest benefit to all students.
4. Efforts must be made to determine the possibilities of alternate funding for groups requesting ASUM funds.
5. Close attention must be paid to funds allocated under each line item to avoid waste and insure efficient combinations of these line items in making up the entire budget.
6. Student Activity Fees are not to be allocated for purposes which are solely academic in character, such as funding for equipment, supplies, and activities which are used for academic credit and are the responsibility of the University administration.
7. Student Activity Fees are not to be allocated for activities that are predominantly festive in nature, that is, ASUM will not appropriate money for parties.
8. ASUM fees cannot go to any political parties or candidates.
9. ASUM will encourage all organizations which in addition to serving students, also reach out into the larger Montana communities.
10. If travel is determined to be necessary for maximization of student benefit; the following will apply as maximum levels of funding.

Requesting organizations are classified as "representative, class A" and "participatory, class B" groups.

Class A:

To be classified as "representative," an organization's member must be determined by the Board as necessary official representatives of ASUM or that their activities are deemed extraordinary official business.

Two classifications of "representative" groups are according to size.

Small groups of one to four persons are to be funded as follows:

1. Seven dollars (\$7) per student per day for meals with receipts turned into the Business Manager.
2. Ten cents (10¢) per mile in private cars.
3. Moderate lodging accommodations will be provided with an acceptable list of lodging, when possible, with the clearance of the Business Manager on each trip.

Large groups of five to eight persons are to be funded as follows:

1. Five dollars (\$5) per student per day for meals with receipts turned into the Business Manager.
2. Ten cents (10¢) per mile per private cars.
3. Moderate lodging accommodations will be provided with an acceptable list of lodging, when possible, with the clearance of the Business Manager on each trip.

Class B:

"Participatory" groups are those whose members are traveling for direct participation in events which will be representative of the University.

Participatory groups will be funded on the basis of ten cents (10¢) per mile per car considering four persons per car. Should there be one person over a multiple of four traveling, that person will be funded on the basis of an additional car.

Participatory groups requiring transportation by charter bus or needing transportation for equipment will be provided funds to meet the transportation costs only. This includes whatever expenses are necessary to operate vehicles and complete the trip.

Additional travel criteria are:

1. Any group traveling with more than four persons will be considered participatory unless other arrangements are made through the Budget and Finance Committee.
2. Participation of outstanding individuals in national events are to be funded by special allocations with travel scale recommended by the Budget and Finance Committee.
3. Arrangements for state vehicles will be made and cleared through the Business Office.
4. Appeals for reclassification of groups and events relating to travel can be made through the Budget and Finance Committee.
5. All Central Board members are to inform the Board whenever possible of their travel in advance.

These review and recommending capacities of the Budget and Finance Committee are established to serve as additional means for assuring proper expenditures by groups and as a check on the Business Manager. All recommendations of the committee are subject to approval and/or rejection by Central Board.

Rules regarding Special Allocations:

1. All of the above criteria for allocation of the Student Activity Fee will apply in special allocations.
2. Central Board will make no decision on a special allocation until a week has elapsed since the original presentation for the request; unless Central Board, by a two-thirds (2/3) vote decides immediate action is necessary.
3. Special allocation requests must be turned into the Business Manager by 5 p.m. Tuesday if they are to be considered at Central Board the following Wednesday.